



CITY OF LODI FIRE DEPARTMENT

25 EAST PINE STREET
LODI, CALIFORNIA 95240
ADMINISTRATION (209) 333-6735 FIRE PREVENTION (209) 333-6739
FAX (209) 333-6844



Verne Person
Fire Marshal

Michael E. Pretz
Fire Chief

Kevin Donnelly
Operations Chief

George Juelch
Battalion Chief

Ron Heberle
Battalion Chief

Ron Penix
Battalion Chief

Jeff Larson
Training Officer

FINAL OCCUPANCY CHECKLIST - General Contractors

The following are some of the most overlooked items at final inspections. Therefore, this is not an all-inclusive checklist. Additionally, some of these items may not apply to all projects. If you have questions, please contact a Lodi Fire Department Inspector prior to final inspection.

Appointments which are not ready for inspections or a no show by requestee can be subjected to a fee prior to another inspection being scheduled.

**** Please assure all APPLICABLE items are complete prior to final inspection:**

Information & Paperwork

- 1) Copy of approved plans. This includes all submittals related to the project (civil, architecture, sprinklers, fire alarm, kitchen hood suppression system, rack storage, above ground tanks and gates).
- 2) Permit cards shall be on job site for all issued permits.
- 3) All associated permits shall have final inspections approved prior to fire final inspection for the building or tenant improvement receiving the Certificate of Occupancy (final).

Site

- 4) Fire Lanes as required by Fire Marshal meeting Lodi Municipal Code (LMC) 15.40.100. Curbs shall be painted red with 4" letters every 50 feet stating FIRE LANE.
- 5) New hydrants shall be flushed to assure hydrant valve is open. Provide hydrant wrench for flushing.
- 6) Provide proper clearance, blue reflective markers for all hydrants and provide crash protection as required.
- 7) Knox box mounted and keys to fire control room, main entrances, gates, manual pull stations labeled and available for insertion into box.
- 8) Post indicator valves (PIV) and fire department connections (FDC) shall be painted red and have the address number(s) served identified in a minimum size of 2" in white.

Building

- 9) Fire Extinguishers (minimum 2A10BC) mounted 3 –5 feet above floor with a maximum of 75 feet travel. One fire extinguisher per 3000 square feet. Provide a State Fire Marshal's service tag.
- 10) All fire-rated doors shall be provided with closures, smoke seals and proper opening devices for associated occupancy type.
- 11) All required exit signs and emergency lighting shall be installed and operational.
- 12) Building address shall be visible on building from street as required in LMC 15.20.260 & 15.20.270. Suite numbers shall be labeled of front and rear doors.
- 13) Fire control room shall be labeled "FIRE CONTROL ROOM" in 3" letters that contrast in color to the background.
- 14) Electrical Room shall be labeled in 3" letters that contrast in color to the background.
- 15) Assembly areas shall have occupant load signs posted by front entrance.